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From: Pribeck, Kristen (DPH)
Sent: Friday, July 07, 2006 4:23 PM
To: Alfonso, Felipe (DPH); Belanger, Peter (DPH); Borne, Alan (DPH); Borne, Paul (DPH); Caloggero, Dina (DPH); Chen, Karen (DPH); Clemmer, Jill (DPH); DiNatale, Margaret (DPH); Doran, Tara (DPH); Elvin, Paul (DPH); Fontana, John (DPH); Gauthier, Cheryl (DPH); Goldbaum, Robert (DPH); Govan, Mildred (DPH); Grazioplene, Mariah (DPH); Guillet, Jasmine (DPH); Han, Linda (DPH); Hanchett, James (DPH); Hankerson, Jacqueline (DPH); Hennigan, Dennis (DPH); Hennigan, Scott (DPH); Jacobsen, Patricia (DPH); Jones, Shirley (DPH); Kazianis, Arthur (DPH); Konomi, Raimond (DPH); Kopec, Leo (DPH); Krumholz, Glenn (DPH); Lawler, Michael (DPH); Nassif, Julianne (DPH); Nawn, Kathleen (DPH); O'Brien, Elisabeth (DPH); Osborne, Matthew (DPH); Peppe, Joseph (DPH); Piro, Peter (DPH); Preval, Margaret (DPH); Pribeck, Kristen (DPH); Quinn, Jennifer (DPH); Ridley, Stephen (DPH); Rivera, Tanya (DPH); Rubin, Alan (DPH); Salemi, Charles (DPH); Saunders, Della (DPH); Servizio, Paul (DPH); Sloutsky, Alex (DPH); Smole, Sandra (DPH); Stevenson, Allan (DPH); Stinson, Cynthia (DPH); Walsh, Paul (DPH); Wang, Xingtai (DPH); Westerling, Judith (DPH)
Cc: Cormier, Carol (EHS)
Subject: FW: Workplace Violence Prevention Training Program for Managers and Supervisors July and August Dates

Importance: High

According to our records, you have not completed the Workplace Violence Prevention Training Program for Managers and Supervisors. This training is mandatory for all DPH managers and supervisors. A description of the training, dates and locations, and registration information is below.

From: Sullivan, Julie (DPH)
Sent: Friday, July 07, 2006 8:28 AM
To: DeMaria, Alfred (DPH); McCauley, Philip (DPH); Anderson, Beverly (DPH); Atkinson, Kathy (DPH); Condon, Suzanne (DPH); Dreyer, Paul (DPH); Fogerty, Sally (DPH); Levin, Donna (DPH); O'Keefe, Jerry (DPH); Rego-Weathers, Alda (DPH); Ridley, Nancy (DPH); Weisberg, Carol (DPH)
Cc: Jerome, Lana (EHS); Cormier, Carol (EHS); Cheney, Sally (DPH)
Subject: Workplace Violence Prevention Training Program for Managers and Supervisors July and August Dates

Please share this information with your managers and supervisors

Jean Haertl, Director of Workplace Violence Prevention, from the Human Resources Division will present **Workplace Violence Prevention Training for DPH Supervisors and Managers** at the following locations:

July 26, 2006 from 9-1 at 2 Boylston St. (China Trade Bldg.) Conference Room, 1st floor
August 9, 2006 from 9-1 at 2 Boylston St. (China Trade Bldg.) Conference Room, 1st floor
August 16, 2006 from 9-1 the Auditorium, State Laboratory Institute, 305 South Street, Jamaica Plain*

The course will provide supervisors and managers with an overview of the Commonwealth's Workplace Violence Prevention initiatives: Executive Order #442, Zero Tolerance for Workplace Violence and Executive Order #398, Zero Tolerance for Domestic Violence; as well as information and strategies utilized to minimize potential workplace violence and domestic violence. Topics will include: responding to reports of workplace violence, identifying behaviors that

constitute workplace violence in accordance with state policies and procedures, and recognizing behaviors that may constitute the warnings signs of workplace violence.

* The discussion at this session will include issues specific to this 24/7 facility. However, the session is open to all DPH supervisors and managers.

Registration: Pre registration is required. Please register on line in YnotLearn through Healthnet. ([Http://Healthnet](http://Healthnet)), click on DPH Trainings under Staff Development & Training and log into YnotLearn. Questions about registration should be directed to Ellen Butt, at 617-994-9824 or ellen.m.butt@state.ma.us

Please note: Workplace Violence Prevention and Domestic Violence Training Programs are two of the mandatory trainings. Participants completing this four hour session will be satisfying both of these training requirements.